

# MARYLAND MOTOR VEHICLE ADMINISTRATION

## *AUTOMOTIVE DISMANTLER AND RECYCLER/SCRAP PROCESSOR SEMINAR*

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# MARYLAND VEHICLE LAW 15-501 THRU 15-514

- ❖ 15-501 – Definitions
- ❖ Automotive Dismantler and Recycler – means a person in the business of:
  - ❖ Dismantling, destroying or scrapping any vehicle for the purpose of selling any of its usable parts or
  - ❖ Otherwise acquiring vehicles for the benefit of their parts or the materials notwithstanding any provision to the contrary, and reference to a wrecker in any statute, rule, or regulation shall apply to an Automotive Dismantler and Recycler.
- ❖ Scrap Processor – means a person in a business:
  - ❖ Has facilities for processing iron, steel, and nonferrous scrap metal; and
  - ❖ The principal product of which is scrap iron, scrap steel and nonferrous scrap for sale only for re-smelting purposes.
- ❖ Vehicle – means any vehicle, or the body or chassis of any vehicle that is to be dismantled, destroyed or scrapped.

# VEHICLE ACQUIRED BY THE AUTOMOTIVE DISMANTLER AND RECYCLER (AD&R)

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- ❖ An AD&R may take ownership of a vehicle when:
  - A Certificate of Title or other evidence of ownership does not exist and
  - The AD&R has held the vehicle in their possession for 30 days from the date the vehicle was acquired.



# THE AD&R PROCESS...

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- ❖ The AD&R must make a reasonable attempt to locate the vehicle owner(s) and the secured party (if applicable)
- ❖ The AD&R must send a certified letter to the owner(s) and lien holder(s) notifying them of the AD&R's intention to dispose of the vehicle.
- ❖ If the owner(s) or lien holder(s) does not respond within a 10 day period, the AD&R can assume ownership of the vehicle.
- ❖ The AD&R submits either a Certificate of Authority (CS-078) or an Assumption of Ownership Application (CS-94) along with an Application for a Salvage Certificate (VR-28).
- ❖ A Salvage Certificate will be issued in the name of the AD&R.



# Certificate of Authority

To dispose of an abandoned motor vehicle to an Automotive Dismantler and Recycler or Scrap Processor

Certificate No.  
242716

VOID

Name of person granted authority

Street Address

City or Town

County

State

Zip Code

## Vehicle Description

Year

Make

Model

Body style

Vehicle Identification Number

Master of Title

Pursuant to the provisions of Section 25-209 of the Transportation Article, of the Maryland Vehicle Law, I, the undersigned authorized representative of the issuing authority named herein, do hereby certify that the applicant set forth above has made application for authority to dispose of the abandoned motor vehicle so described and that the registered owner(s) and/or lienholder(s), shown in the records of the Motor Vehicle Administration, have been notified and have failed to reclaim the vehicle within the period of time specified by law.

Therefore, Authority to Dispose of the described Abandoned Motor Vehicle to an Automotive Dismantler and Recycler or Scrap Processor is hereby granted to the applicants named herein.

VOID

Name of Agency issuing authority

Street Address

City or Town

County

State

Zip Code

Authorized signature

Date CS-078 (4/00)

## Instructions to the person granted authority

As the person in possession of the vehicle named on the face of this form, you are required by law to assign the below section to an Automotive Dismantler and Recycler or Scrap Processor upon transfer of the vehicle.

Assignment to an Automotive Dismantler and Recycler or Scrap Processor

Name of Automotive Dismantler and Recycler or Scrap Processor

Automotive Dismantler and Recycler or Scrap Processor License Number

Street Address

VOID

City or Town

County

State

Zip Code

Being granted authority, as evidenced by the execution of the face of this certificate by the authorized agency so stated, to dispose of the vehicle described herein, I do hereby transfer all rights and title of the said vehicle to the Automotive Dismantler and Recycler or Scrap Processor stated above.

(Notary not required)

Witness my hand and Seal(s)

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signature of person granted authority

Customer Service Center: 1-800-950-1MVA (1602), From Out of State: 1-301-720-4530 TDD for the hearing impaired: 1-800-482-4575



**Assumption of Ownership by an Automotive Dismantler/Scrap Processor**

Please type or print all information				
Inventory Control Number		Maryland Title Number		A.D. & R or S.P. License Number
Date Acquired		From whom acquired		Location of Acquisition
Year	Make	Model	Body Style	Vehicle Identification Number
Please check the appropriate block: <input type="checkbox"/> 1. The vehicle is over 8 model years old and totally inoperable. <input type="checkbox"/> 2. The vehicle is under 8 model years old. <input type="checkbox"/> 3. The vehicle is older than 8 model years and not totally inoperable, make a reasonable effort to ascertain last registered owner and lienholder, if applicable.  Any vehicle declared inoperable should be so designated due to the need for major or extensive repairs to the body, frame, suspension, engine, or drive train as stated under COMAR Rules and Regulations 11.12.01.18A.				
Name of Registered Owner			Mail Receipt Numbers	
Street Address/RFD & Box No.			Owner _____ Co-Owner _____	
City _____ County _____ State _____ Zip Code _____			First Lienholder _____	
Name of Registered Co-Owner			Second Lienholder _____	
Street Address/RFD & Box No.			Name of First Lienholder	
City _____ County _____ State _____ Zip Code _____			Street Address/RFD & Box No.	
Name of A.D. & R. Acquiring Vehicle			City _____ County _____ State _____ Zip Code _____	
Street Address/RFD & Box No.			Name of Second Lienholder	
City _____ County _____ State _____ Zip Code _____			Street Address/RFD & Box No.	
I certify, under penalty of perjury, that the vehicle described above has been acquired in accordance with Transportation Article 15-509, and if required all last known owners and lienholders have been notified.			City _____ County _____ State _____ Zip Code _____	
Signature of Automotive Dismantler/Scrap Processor			Date	

For more information, please call: 1-800-950-1MVA (1682) (to speak with a customer service representative).  
From Out-of-State: 1-301-729-4550, TTY for the hearing impaired: 1-800-492-4575. Visit our website at: [www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)

❖ Assumption of Ownership by an Automotive Dismantler or Scrap Processor (CS-094) is completed by an AD&R or Scrap Processor

❖ Used to apply for a Salvage Certificate for a vehicle in your possession for more than 30 days.

❖ That is acquired by other means other than at the request of the police agency.



**Indemnity Agreement**

**A. Instructions**

Maryland vehicle law provides that an Automotive Dismantler and Recycler or Scrap Processor shall require a person who transfers a vehicle meeting the requirement(s) in **Section B** below, to complete an indemnity agreement on the form provided by the Motor Vehicle Administration.

**B. Please check the appropriate box(es) below:**

- ☐ A tow truck operator transporting for \_\_\_\_\_
- ☐ A person possesses or finds an abandoned vehicle on his property.
- ☐ A person owns a vehicle for which the certificate of title is defective, lost or destroyed.

**C. Name of Automotive Dismantler & Recycler or Scrap Processor:**

License Number \_\_\_\_\_ Authorized Signature of Automotive Dismantler & Recycler or Scrap Processor \_\_\_\_\_

**D. Description of Vehicle:**

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_ Body Style \_\_\_\_\_ Vehicle Identification Number \_\_\_\_\_

Title # \_\_\_\_\_ State of Title \_\_\_\_\_

I transfer the above described vehicle to the company named above, and certify that the transfer meets the requirements, specified by law, in **Section B** above.

I further agree to indemnify and release the Automotive Dismantler and Recycler or Scrap Processor named above, its employees and agents, from any and all costs, liabilities, damages or expenses arising from claims of any nature whatsoever of any others as a result of the transfer of the vehicle described above.

I certify under penalty of perjury that the statements made within are true and correct to the best of my knowledge, information and belief.

Signature of Transferee \_\_\_\_\_ Printed Name \_\_\_\_\_ Date of Transfer \_\_\_\_\_

Driver's License # \_\_\_\_\_ Date of Birth \_\_\_\_\_ State of Issuance \_\_\_\_\_ Telephone # \_\_\_\_\_

Address of Transferee (print) Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Tow Driver's Name \_\_\_\_\_ Tow Truck Tag # \_\_\_\_\_ State of Issue \_\_\_\_\_

White - AD & R or SP

Canary - Transferee

❖ Indemnity Agreement (CS-081) completed by a tow company when transferring a vehicle to an AD&R or Scrap Processor.

❖ Used in conjunction with the CS-094 and retained by the AD&R's.

Note - CS-81 cannot be used as an ownership document

**Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles Only**

The following described vehicle has been sold at public sale to the purchaser named herein and the last known registered owner and all lienholders as shown in the records of the Motor Vehicle Administration were notified in accordance with the applicable provisions of the Maryland Vehicle Law. **Valid in Maryland only.**

YEAR	MAKE	BODY STYLE	VEHICLE IDENTIFICATION NUMBER	OTHER IDENTIFYING NUMBER
PURCHASER'S FIRST NAME		MIDDLE NAME		LAST NAME
STREET ADDRESS OR RFD AND BOX NUMBER				
CITY OR TOWN		COUNTY	STATE	ZIP CODE
NAME OF POLICE DEPARTMENT OR OTHER GOVERNMENT AGENCY SELLING VEHICLE			SUB-DIVISION REPRESENTED	
<b>NAME OF SELLING AGENT DESIGNATED AND AUTHORIZED BY GOVERNMENTAL SUB-DIVISION</b>				
GIVE FULL NAME			COMPANY REPRESENTED	
<input type="checkbox"/> We certify that a notice was posted in Circuit Court of the County where the abandoned vehicle was found. The notice contained information required by §25-204 and was posted within 15 days of the taking into custody of the vehicle. (Check this box only if statement applies.) <b>ATTACH REGISTERED LETTER RECEIPT, OR NEWSPAPER ADVERTISEMENT ON REVERSE SIDE.</b> <b>(NEWSPAPER ADVERTISEMENT NOT REQUIRED IF NOTICE WAS POSTED IN THE CIRCUIT COURT.)</b>				
NAME OF POLICE DEPARTMENT			DATE	
AUTHORIZED SIGNATURE OF REPRESENTATIVE OF GOVERNMENTAL SUB-DIVISION OR DESIGNATED AGENT, AND THEIR CAPACITY				
I, the appointed auctioneer for the sale of the vehicle described herein, do hereby certify, under penalties provided by law, that the vehicle was sold by me in consideration of the sum of \$ _____.				
<b>ODOMETER MILEAGE STATEMENT</b>				
<b>FEDERAL AND STATE REGULATIONS REQUIRE YOU TO STATE THE ODOMETER MILEAGE UPON TRANSFER OF OWNERSHIP.</b>				
I certify to the best of my knowledge that the odometer reading is _____ (no tenths) and reflects the actual mileage of the vehicle unless one of the following statements is checked. <input type="checkbox"/> The amount of mileage stated is in excess of mechanical limits. <input type="checkbox"/> The odometer reading is not the actual mileage.				
PRINTED NAME OF AUCTIONEER		LICENSE NO. OF AUCTIONEER		
AUCTIONEER'S COMPANY NAME		SIGNATURE OF AUCTIONEER		
I/we certify, under Penalty of Perjury, that the statements made herein are true and correct, to the best of my/our knowledge, information and belief.  This _____ day of _____, 20____		_____ (LS) SIGNATURE OF PURCHASER  _____ (LS) SIGNATURE OF CO-PURCHASER  Subscribed and sworn to before me this _____ day of _____, 20____  _____ SIGNATURE OF PERSON ADMINISTERING OATH (IN INK)  My Commission Expires _____ DATE		
SEAL				

TO PURCHASER: THIS SALES RECEIPT IS EVIDENCE OF OWNERSHIP FOR RETITLING PURPOSES.

For more information, please call: 1-800-950-1MVA (1682) (to speak with a customer service representative),  
From Out-of-State: 1-301-729-4550, TTY for the hearing impaired: 1-800-492-4575. Visit our website at: [www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)  
White Copy - Purchaser's Copy    Canary Copy - Auctioneer's Copy    Pink Copy - Political Subdivision Copy

- ❖ Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles Only (VR-112) is issued by law enforcement to the purchaser of an abandoned vehicle at public auction.
- ❖ Used to obtain a Salvage Certificate in the purchaser's name.



# APPLICATION PROCESS



Motor Vehicle Administration  
6601 Ritchie Highway, N.E.  
Glen Burnie, Maryland 21062

VR-028 (10-10)

## Application for a Salvage Certificate/Owner Retention

<input type="checkbox"/> Check here if applying for a Salvage Certificate		This application is to be used by the vehicle owner, when a vehicle is sold as salvage pursuant to §13-506 and §13-507 or acquired as an abandoned vehicle from a police auction pursuant to §25-207 of the Maryland Vehicle Law. For reference refer to back of this form.		Certificate # (MVA Use Only)	
<input type="checkbox"/> Check here for Owner Retention		Maryland Vehicle Law §13-506.1 requires the insurance company to promptly notify the Motor Vehicle Administration of vehicles that have been settled as a total loss and are being retained by the owner.  If the applicant checks boxes 1 or 8, a Corrected Certificate of Title bearing the appropriate brand will be issued. The fee will be \$50.00. If the applicant checks box 3, a Salvage Certificate bearing the appropriate brand will be issued. The fee will be \$20.00. NOTE: Boxes 4, 5, 8 and 9 are not applicable for owner retention.			
Applicant's Full Name		Date of Birth		FEIN #	
Co-Applicant's Full Name		Date of Birth		Driver's License Number	
Street Address		City or Town		State Zip Code	
Description of Salvage Vehicle:					
Year	Make	Model	Body Style	Vehicle Identification Number	Gross Vehicle Weight
Out of State Title #		Maryland Title #			
Applicant is: <input type="checkbox"/> Insurance Company <input type="checkbox"/> Vehicle Owner <input type="checkbox"/> Automotive Dismantler & Recycler <input type="checkbox"/> Scrap Processor		For: <input type="checkbox"/> Original <input type="checkbox"/> Duplicate		Reason For Duplicate: <input type="checkbox"/> Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Mutilated <input type="checkbox"/> Other	
Purchase Price \$		Title Service #		Certificate of Origin? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Dealer #		Scrap Processor #		Odometer Reading (No Tenth)	
Auctioneer #		AD&R #		<input type="checkbox"/> 1. The mileage stated is in excess of its mechanical limits. <input type="checkbox"/> 2. The odometer reading is not the actual mileage. Warning - Odometer Discrepancy	
To be completed by applicant: <input type="checkbox"/> 1. Damage is greater than 75% of the fair market value and repairable. <input type="checkbox"/> 2. Damage is 75% or less of fair market value. <input type="checkbox"/> 3. The vehicle is not rebuildable, will only be used for parts, and is not to be retitled. <input type="checkbox"/> 4. Abandoned vehicle or acquired in the normal business of an Automotive Dismantler & Recycler. <input type="checkbox"/> 5. Recovered Stolen with damage 75% or less of the fair market value will be issued a Salvage Certificate branded "Recovered Stolen". <input type="checkbox"/> 6. Flood damage <input type="checkbox"/> 7. Damage is greater than 75% of the fair market value and the damage to the vehicle is cosmetic only. (obsolete as of October 1, 2013) <input type="checkbox"/> 8. Recovered Stolen with damage 75% or less than the fair market value and requesting a Certificate of Title - Complete an Application for Certificate of Title (VR-005). <input type="checkbox"/> 9. Stolen					
I certify under penalty of perjury, that the statements herein are true and correct to the best of my knowledge, information and belief.					
Signature of Applicant(s) or Authorized Agent: _____ (If a company, must be signed by an authorized agent (capacity))				Date: _____	
Printed Name of Applicant(s): _____				Date: _____	
Business Name: _____				Date: _____	

For more information, please call: 1-800-950-1MVA (1682) (to speak with a customer service representative), From Out-of-State: 1-301-729-4550, TTY for the hearing impaired: 1-800-492-4576. Visit our website at: [www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)

❖ The Application for a Salvage Certificate/Owner Retention (VR-028) is submitted if applying for a Salvage Certificate.

# FORMS

- ❖ **CS-78 Certificate of Authority (to dispose of an abandoned Motor Vehicle to an Automotive Dismantler and Recycler or Scrap Processor.**
- ❖ **CS-79 Automotive Dismantler & Recycler Inventory Report – obsolete – must use RAPID.**
- ❖ **CS-81 Indemnity Agreement. (cannot be used as an ownership document.**
- ❖ **CS-94 Assumption of Ownership by Automotive Dismantler or Scrap Processor.**
- ❖ **CS-103 Reassignment for Destruction/Immediate Disposal – This form must be used until replaced by RAPID.**
- ❖ **VR-28 Application for a Salvage Certificate.**
- ❖ **VR-112 Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles.**

# AD&R PROCESS LIST

## AD&R Process List

Evidence of Ownership	Additional Form Needed	Statutory Authority	Regulatory Authority
Certificate of Title (VR-002)	None	13-101.1	11.12.07 (A)
Salvage Certificate (VR-108)	None	13-506	11.12.07 (A)
Certificate of Authority (CS-78)	Indemnity Agreement (CS-81)- (optional)	25-204	
<b>Description - issued by law enforcement to a tower or AD&amp;R to dispose of an abandoned vehicle.</b>		25-205	
		25-209	
Assumption of Ownership (CS-94)	Certificate of Authority (CS-78)	15-509	
<b>Description - replaces the Certificate of Title and used by an AD&amp;R to obtain a salvage certificate</b>	Proof of Notification -last registered Owner	15-511 ( c )	
	Proof of Notification -lien holder (if applicable)	25-209 ( c )	
Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles (VR-112)		25-207	
<b>Description - is issued by law enforcement to the purchaser of an abandoned vehicle at public auction</b>			
<b>Additional Forms</b>			
Inventory Control Tag CS-80)			
<b>Description sticker used for inventory control of vehicles in the AD&amp;R 's possession.</b>			
<b>Obsolete Forms</b>			
AD&R Inventory Report (CS-79)	replaced by RAPID	15-511 ( c )	11.12.03.05 ( c )
<b>Description - formerly used by an AD&amp;R to report vehicles in their inventory.</b>			
Reassignment for Destruction/Immediate Disposal	replace by RAPID	15-511 ( c )	
<b>Description - used by AD&amp;R to report vehicles to be destroyed</b>			



# OWNERSHIP DOCUMENTS

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**Documentary evidence acceptable to the Motor Vehicle Administration as proof of ownership of a vehicle.**

- ❖ Certificate of Title
- ❖ Salvage Certificate
- ❖ CS 78 - Certificate of Authority to Dispose of an Abandoned Vehicle
- ❖ CS 94 - Assumption of Ownership by an AD&R or Scrap Processor
- ❖ VR-112 – Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles
- ❖ *CS 81 - INDEMNITY AGREEMENT CANNOT BE USED AS AN OWNERSHIP DOCUMENT*

# MARYLAND CERTIFICATE OF TITLE

**MARYLAND CERTIFICATE OF TITLE**  
DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR VOIDS

**C000000**

VEHICLE IDENTIFICATION NO.	YEAR	MAKE	BODY STYLE	CLASS	COGNETER	BRAND	TITLE NUMBER
EXCEPT	GR. VEH. WT.	GR. CORR. WT.	FEET (TARE)	REPRODUCTION DATE	DATE ISSUED		

OWNER'S SIGNATURE / DRIVER LICENSE NO. CO-OWNERS SIGNATURE / DRIVER LICENSE NO.

NAME(S) AND ADDRESS OF REGISTERED OWNER(S)

**SAMPLE**

**C000000**

CONTROL NO.  
(This is not a Title No.)

I, THE UNDERSIGNED, HEREBY CERTIFY THAT AN APPLICATION FOR CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON, PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THE STATE, AND THE APPLICANT NAMED ON THE FACE HEREOF HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE.

THE ADMINISTRATION WILL NOT BE RESPONSIBLE FOR FALSE OR FRAUDULENT COGNETER STATEMENTS MADE IN THE ASSIGNMENT OF THE CERTIFICATE OF TITLE OR FOR LACHONNAGE IN RECORDING BY THE ADMINISTRATION.

NAME(S) AND ADDRESS OF SECURED PARTIES IN RECOVERED ORDER

**LIEN RELEASE**

**MVA USE ONLY**

OFFICIALLY ISSUED ON THE DATE SET FORTH ABOVE

*John Doe*  
ADMINISTRATOR OF MOTOR VEHICLES

**C000000**

CONTROL NO.  
(This is not a Title No.)

VR-002 (1/15/08)

THIS TITLE CONTAINS AN EAGLE WATERMARK WHICH IS VISIBLE WHEN HELD TO LIGHT

A Maryland or out-of-state Certificate of Title is acceptable as proof of ownership.



# MARYLAND SALVAGE CERTIFICATE

**oMVA** **MARYLAND CERTIFICATE OF SALVAGE**  
DO NOT ACCEPT THIS DOCUMENT SHOWING ANY ERASURES, ALTERATIONS OR VOIDS.

VEHICLE IDENTIFICATION NO.	YEAR	MAKE	BODY STYLE	CLASS	COORMETEST	BRAND	SALVAGE NUMBER <b>00000000</b>
EXCEPT	SAL. VEH. WT.	GR. COMB. WT.	FEE (TAX)	INSPECTION DATE	DATE ISSUED <b>00000000</b>		

OWNER'S BOOKHOLD / DRIVER LICENSE NO. \_\_\_\_\_ CO-OWNER'S BOOKHOLD / DRIVER LICENSE NO. \_\_\_\_\_

NAME(S) AND ADDRESS OF REGISTERED OWNER(S) \_\_\_\_\_

ODOMETER CODES:  
A. Actual Mileage  
B. Exceeds Mechanical Limits  
C. Not Actual Mileage

**SAMPLE**

THIS IS TO CERTIFY THAT A CERTIFICATION OF A TOTAL LOSS CLAIM HAS BEEN FILED WITH THE MOTOR VEHICLE ADMINISTRATION IN THE NAME OF THE POLICY / INSURED SHOWN HEREIN. THIS CERTIFICATE CONSTITUTES EVIDENCE OF OWNERSHIP PRIOR TO THE CERTIFICATE OF TITLE SURRENDERED TO THE MOTOR VEHICLE ADMINISTRATION UPON ISSUANCE OF THIS DOCUMENT.

THE ADMINISTRATION WILL NOT BE RESPONSIBLE FOR FILES OR FRAUDULENT ODOMETER STATEMENTS MADE IN THE ASSIGNMENT OF THE SALVAGE CERTIFICATE OR FOR ERRORS MADE IN RECORDS BY THE ADMINISTRATION.

ISSUANCE OF THIS CERTIFICATE DOES NOT IMPLY THAT THE DESCRIBED VEHICLE COMPLIES WITH FEDERAL, STATE OR LOCAL ENVIRONMENTAL, CONTROL OR SAFETY STANDARDS.

*John Doe*  
ADMINISTRATOR OF MOTOR VEHICLES

**CERTIFICATION OF MARYLAND SALVAGE INSPECTION BY POLICE AGENCY** **00000000**

I, THE UNDERSIGNED AUTHORIZED REPRESENTATIVE OF THE POLICE AGENCY NAMED BELOW, HEREBY CERTIFY THAT I HAVE INSPECTED THE VEHICLE DESCRIBED ABOVE AND VERIFIED THE VEHICLE HAS BEEN RESTORED AND THE VEHICLE IDENTIFICATION NUMBER IS CORRECT.

NAME OF POLICE AGENCY MAKING INSPECTION \_\_\_\_\_

SIGNATURE OF POLICE REPRESENTATIVE \_\_\_\_\_ ID OR BADGE NUMBER \_\_\_\_\_ INSPECTION DATE \_\_\_\_\_

PRINTED NAME OF POLICE REPRESENTATIVE \_\_\_\_\_ POLICE REPORT NUMBER \_\_\_\_\_ (VA 300 OR 11)

THIS SALVAGE CERTIFICATE CONTAINS AN EAGLE WATERMARK WHICH IS VISIBLE WHEN HELD TO LIGHT.

A Maryland or out-of-state  
Salvage Certificate is  
acceptable as proof of  
ownership.



# CERTIFICATE OF AUTHORITY (CS-078)

Certificate of Authority				
To dispose of an abandoned motor vehicle to an Automotive Dismantler and Recycler or Scrap Processor			Certificate No. <b>325503</b>	
Name of person granted authority				
Street Address				
City or Town				
County				
State				
Zip Code				
Vehicle Description				
year make model body style				
Vehicle Identification Number				
Maryland Title no.				
<p>Pursuant to the provisions of Section 25-209 of the Transportation Article, of the Maryland Vehicle Law, I, the undersigned authorized representative of the issuing authority named herein, do hereby certify that the applicant set forth above has made application for authority to dispose of the abandoned motor vehicle so described and that the registered owner(s) and/or lienholder(s), shown in the records of the Motor Vehicle Administration, have been notified and have failed to reclaim the vehicle within the period of time specified by law.</p> <p>Therefore, Authority to Dispose of the described Abandoned Motor Vehicle to an Automotive Dismantler and Recycler or Scrap Processor is hereby granted to the applicants named herein.</p>				
Name of Agency issuing authority				
Street Address				
City or Town				
County				
State				
Zip Code				
Authorized signature				
Date				
CS-078 (4/00)				
<b>Instructions to the person granted authority</b>				
<p>As the person in possession of the vehicle named on the face of this form, you are required by law to assign the below section to an Automotive Dismantler and Recycler or Scrap Processor upon transfer of the vehicle.</p> <p>Assignment to an Automotive Dismantler and Recycler or Scrap Processor</p>				
Name of Automotive Dismantler and Recycler or Scrap Processor				
Automotive Dismantler and Recycler or Scrap Processor License Number				
Street Address				
City or Town				
County				
State				
Zip Code				
<p>Being granted authority, as evidenced by the execution of the face of this certificate by the authorized agency so stated, to dispose of the vehicle described herein, I do hereby transfer all rights and title of the said vehicle to the Automotive Dismantler and Recycler or Scrap Processor stated above.</p> <p>(Notary not required)</p> <p>Witness my (our) Hand(s) and Seal(s)</p>				
This day of 20				
Signature of person granted authority				
Customer Service Center: 1-800-950-1MVA (1682), From Out-of-State: 1-301-729-4550 TDD for the hearing impaired: 1-800-492-4575				



THIS COPY TO BE GIVEN TO PERSON GRANTED AUTHORITY

# ASSUMPTION OF OWNERSHIP (CS-094)

**MVA** Motor Vehicle Administration  
6601 Ritchie Highway, N.E.  
Glen Burnie, Maryland 21062

CS-094 (06-11)

## Assumption of Ownership by an Automotive Dismantler/Scrap Processor

Please type or print all information					
Inventory Control Number		Maryland Title Number		A.D. & R or S.P. License Number	
Date Acquired		From whom acquired		Location of Acquisition	
Year	Make	Model	Color	Body Style	Vehicle Identification Number
<p>Please check the appropriate block:</p> <p><input type="checkbox"/> 1. The vehicle is over 8 model years old and totally inoperable.</p> <p><input type="checkbox"/> 2. The vehicle is under 8 model years old.</p> <p><input type="checkbox"/> 3. The vehicle is older than 8 model years, not totally inoperable, and a reasonable effort has been made to ascertain last known registered owner and lienholder, if applicable.</p> <p>Any vehicle declared inoperable should be so designated due to the need for major or extensive repairs to the body, frame, suspension, engine, or drive train as stated under COMAR Rules and Regulations 11.12.01.18A.</p>					
Name of Registered Owner			Mail Receipt Numbers		
Street Address/RFD & Box No.			Owner _____ Co-Owner _____		
City	County	State	Zip Code	First Lienholder _____	
			Second Lienholder _____		
Name of Registered Co-Owner			Name of First Lienholder		
Street Address/RFD & Box No.			Street Address/RFD & Box No.		
City	County	State	Zip Code	City	County State Zip Code
Name of A.D. & R. Acquiring Vehicle			Name of Second Lienholder		
Street Address/RFD & Box No.			Street Address/RFD & Box No.		
City	County	State	Zip Code	City	County State Zip Code
I certify, under penalty of perjury, that the vehicle described above has been acquired in accordance with Transportation Article 15-509, and if required all last known owners and lienholders have been notified.					
Signature and Printed Name along with capacity of authorized person				Date	

For more information, please call: 1-800-950-1MVA (1662) (to speak with a customer service representative),  
From Out-of-State: 1-301-729-4550, TTY for the hearing impaired: 1-800-492-4575. Visit our website at: [www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)

# AUCTIONEER'S SALES RECEIPT FOR POLICE SALES OF ABANDONED VEHICLES (VR-112)



VR-112 (03-10)

## Auctioneer's Sales Receipt for Police Sales of Abandoned Vehicles Only

The following described vehicle has been sold at public sale to the purchaser named herein and the last known registered owner and all lienholders as shown in the records of the Motor Vehicle Administration were notified in accordance with the applicable provisions of the Maryland Vehicle Law. **Valid in Maryland only.**

YEAR	MAKE	BODY STYLE	VEHICLE IDENTIFICATION NUMBER	OTHER IDENTIFYING NUMBER
PURCHASER'S FIRST NAME		MIDDLE NAME	LAST NAME	
STREET ADDRESS OR RFD AND BOX NUMBER				
CITY OR TOWN		COUNTY	STATE	ZIP CODE
NAME OF POLICE DEPARTMENT OR OTHER GOVERNMENT AGENCY SELLING VEHICLE			SUB-DIVISION REPRESENTED	
NAME OF SELLING AGENT DESIGNATED AND AUTHORIZED BY GOVERNMENTAL SUB-DIVISION				
GIVE FULL NAME			COMPANY REPRESENTED	
<input type="checkbox"/> I/we certify that a notice was posted in Circuit Court of the County where the abandoned vehicle was found. The notice contained information required by §25-204 and was posted within 15 days of the taking into custody of the vehicle. (Check this box only if statement applies.) <b>ATTACH REGISTERED LETTER RECEIPT, OR NEWSPAPER ADVERTISEMENT ON REVERSE SIDE.</b> <b>(NEWSPAPER ADVERTISEMENT NOT REQUIRED IF NOTICE WAS POSTED IN THE CIRCUIT COURT.)</b>				
NAME OF POLICE DEPARTMENT			DATE	
AUTHORIZED SIGNATURE OF REPRESENTATIVE OF GOVERNMENTAL SUB-DIVISION OR DESIGNATED AGENT, AND THEIR CAPACITY				
I, the appointed auctioneer for the sale of the vehicle described herein, do hereby certify, under penalties provided by law, that the vehicle was sold by me in consideration of the sum of \$ _____.				
ODOMETER MILEAGE STATEMENT FEDERAL AND STATE REGULATIONS REQUIRE YOU TO STATE THE ODOMETER MILEAGE UPON TRANSFER OF OWNERSHIP.				
I certify to the best of my knowledge that the odometer reading is _____ (no tenths) and reflects the actual mileage of the vehicle unless one of the following statements is checked. <input type="checkbox"/> The amount of mileage stated is in excess of mechanical limits. <input type="checkbox"/> The odometer reading is not the actual mileage.				
PRINTED NAME OF AUCTIONEER			LICENSE NO. OF AUCTIONEER	
AUCTIONEER'S COMPANY NAME			SIGNATURE OF AUCTIONEER	
We certify, under Penalty of Perjury, that the statements made herein are true and correct, to the best of my/our knowledge, information and belief.			SIGNATURE OF PURCHASER (LS)	
This _____ day of _____ 20____			SIGNATURE OF CO-PURCHASER (LS)	
SEAL			Subscribed and sworn to before me this _____ day of _____ 20____	
			SIGNATURE OF PERSON ADMINISTERING OATH (N INK)	
			My Commission Expires _____ DATE	

TO PURCHASER: THIS SALES RECEIPT IS EVIDENCE OF OWNERSHIP FOR RETITLING PURPOSES.

For more information, please call: 1-800-950-1MVA (1662) (to speak with a customer service representative),  
From Out-of-State: 1-801-729-4550, TTY for the hearing impaired: 1-800-492-4575. Visit our website at: [www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)

White Copy - Purchaser's Copy    Canary Copy - Auctioneer's Copy    Pink Copy - Political Subdivision Copy



# REQUESTS FOR INFORMATION

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- ❖ To participate in the Drivers Automated Record System(DARS), please contact the DARS unit at 410-787-7758. Information regarding enrollment and contacts will be sent to you.

# CONTACTS

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Compliance Manager

Business Licensing and Consumer Services Division

(410) 768-7034 [dfields@mva.maryland.gov](mailto:dfields@mva.maryland.gov)

Section Manager, Compliance Unit

Business Licensing and Consumer Services Division

410-762-5047 [wjohnson@mva.maryland.gov](mailto:wjohnson@mva.maryland.gov)

# MVA WEBSITE

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Be sure to visit the MVA Website at  
[www.mva.maryland.gov/businessservices](http://www.mva.maryland.gov/businessservices)  
to view this presentation.



# REVIEW

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- ❖ Indemnity Agreement (CS-81) is not acceptable as an ownership. Can not accept any vehicle without evidence of ownership.
- ❖ An ownership document is defined as a title, a salvage certificate, a CS 78 - Certificate of Authority to Dispose of an Abandoned Vehicle, a CS 94 - Assumption of Ownership by an AD&R or Scrap Processor or a Bill of Sale
- ❖ An AD&R must have an ownership document and indemnity agreement for each vehicle in their possession and/or assigned to a Scrap Processor for destruction. A copy of a valid Identification must be attached to the indemnity agreement.
- ❖ A Scrap Processor must retain the ownership documents and indemnity agreements for all vehicles that have come into their possession and/or shredded.